



MUSKEGON CHARTER TOWNSHIP

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CHECKLIST FOR COMMERCIAL REMODEL/ALTERATION

ALL THE FOLLOWING ITEMS ARE REQUIRED PRIOR TO PLAN REVIEW OF ANY DRAWINGS

PROJECT NAME _____

_____ **SEVEN (3) SETS OF DRAWINGS INCLUDING A COPY IN PDF FORMAT**

ONE SET WILL BE APPROVED AND RETURNED TO YOU. THIS SET MUST BE ON THE JOB SITE OR **NO** INSPECTIONS WILL BE CONDUCTED. THE DRAWINGS MUST BE ACCOMPANIED WITH ANY ENGINEERED SHOP DRAWINGS RELEVANT TO YOUR PROJECT.

CONSTRUCTION DOCUMENTS SHALL BE TO SCALE AND OF SUFFICIENT CLARITY TO INDICATE THE LOCATION, NATURE AND EXTENT OF THE WORK PROPOSED AND SHOWN IN DETAIL AND WILL CONFORM TO THE PROVISIONS OF THIS CODE.

_____ TYPE OF CONSTRUCTION (BY ARCHITECT) _____

_____ USE OF BUILDING - i.e. RETAIL, STORAGE _____

_____ SIGNED AND COMPLETED BUILDING PERMIT APPLICATION

_____ ASCE CALCULATIONS (STRUCTURAL LOADING)

_____ MICHIGAN ENERGY CODE SUBMITTALS

_____ ELECTRICAL (INCLUDING PANEL DISTRIBUTION, LOADS & GROUNDING)

_____ MECHANICAL (INCLUDING EQUIPMENT SCHEDULE, GAS LINE SCHEDULE, DUCTING AND CFM'S)

_____ PLUMBING (INCLUDING WATER LINE SERVICE, ISOMETRIC & RISER DETAILS, FIXTURE LOADS & FLOOR DRAIN)

_____ FIRE PROTECTION (CUT SHEETS & DRAWINGS IF APPLICABLE)

_____ FIRE ALARMS (CUT SHEETS & DRAWINGS IF APPLICABLE)

_____ EMERGENCY LIGHTING PLAN

_____ POINT STUDY (IF OVER 50 PEOPLE) FOR EMERGENCY LIGHTING (FOOT CANDLE LEVELS)

REQUIRED INSPECTIONS:

INSPECTIONS WILL VARY BASED ON COMPLEXITY OF PROJECT

CONTRACTOR'S INITIAL _____

DATE _____